



## **Minutes of the Meeting of the Board of Selectmen**

Date: Monday, June 8, 2015 – Business Meeting  
Time: 6:00 p.m.  
Place: Conference Room A, Memorial Town Hall, Spencer, MA  
Present: Chairman Pepe, Vice Chair Fritze, Clerk G. Woodbury, Members Stevens, C. Woodbury, and Administrator Gaudette.

At 6:00 p.m. Chairman Pepe called the meeting to order and led the Pledge of Allegiance.

### **Reorganization**

A motion to nominate Selectmen G. Woodbury as Chair (Fritze/C. Woodbury) passed 5/0.  
A motion to nominate Selectmen Stevens as Vice Chair (Pepe/G. Woodbury) passed 5/0.  
A motion to nominate Selectmen C. Woodbury as Clerk (Pepe/Fritze) passed 5/0.

### **Citizen Input**

None

### **Communications:**

CMRPC will hold a Route 31 Corridor Study on June 15<sup>th</sup> as part of the Selectmen's Workshop.

### **Old Business**

#### **Policy Adoption: Fire Department Awards Policy**

Administrator Gaudette reported that Chief Parsons introduced and reviewed the draft Fire Department Awards Policy for service above and beyond at the last meeting.

*A motion to adopt the Fire Department Awards Policy (Pepe/Fritze) passed 5/0.*

#### **Policy Adoption: Police Department Awards Policy (12 amendments and 6 new)**

Administrator Gaudette reported that Chief Darrin introduced and reviewed the draft Police Department Awards Policy at the last meeting.

Chief Darrin provided a review of some of changes including the Handling of Juveniles, Transportation of Prisoners and Emergency Restraint Chair.

*A motion to adopt the Police Department Policy as presented (Pepe/C. Woodbury) passed 5/0.*

### **New Business**

#### **Action Item: License to have a Fair July 4<sup>th</sup> Weekend (Broullon Industries) from Friday, July 3<sup>rd</sup> through Sunday, July 5<sup>th</sup>**

William Broullon, owner of The Ranch Saloon in Worcester is requesting approval to hold a Fair over July 4<sup>th</sup> weekend at the Fairgrounds.

Mr. Pepe noted that the Celebrations Committee gave up their weekend for this event and Donnie and Wendy Berthiaume have helped with the planning.

Mr. Broullon explained that this event is an expansion of the Family Fun Day and has been named The Great American Celebration. The 3-day event will feature various activities including live music, line dancing, carnival rides, zip line, food, and fireworks.

Mr. Stevens asked how the Spencer Police will fit in with the security. Mr. Broullon has been in contact with Chief Darrin. He will be using the security staff from The Ranch and noted all are fully trained in crowd management and safety.

Mr. Gaudette pointed out that a complete technical review has been conducted with all necessary departments with regard to permits, safety, security, and communications.

*A motion to approve a License to Hold a Fair (C.Woodbury/Fritze) passed 5-0.*

**Action Item: Sunday Entertainment License for July 5<sup>th</sup> (Broullon Industries)**

*A motion to approve as the Sunday Entertainment License as written (C.Woodbury/G. Woodbury) passed 5-0. The motion was amended to include an Entertainment License for Friday and Saturday as well (C.Woodbury/G. Woodbury) passed 5-0.*

**Action Item: One-Day Special Liquor License for July 3-5 (Broullon Industries)**

Mr. Fritze asked if alcohol is in a fenced in area. Mr. Broullon confirmed that all alcohol will be in a cordoned off area and no one will be permitted to leave the area with alcohol.

*A motion to approve the request for a One-Day Special Liquor license for William Broullon on July 3<sup>rd</sup>, 4<sup>th</sup>, & 5<sup>th</sup>, from 10 am to 1 am, contingent upon receipt of the Liquor Liability Insurance and Alcohol Server Training Certification for all servers (Stevens/C. Woodbury) passed 5/0.*

**Action Item: Permission for One-way Traffic on Smithville Road and Smithville Cross Road from July 3<sup>rd</sup> through July 5<sup>th</sup>**

*A motion to approve the request for One-way Traffic on Smithville Road and Smithville Cross Road from July 3<sup>rd</sup> through July 5<sup>th</sup> (Woodbury/Fritze) passed 5/0.*

**Action Item: Amendment to Extend Fish & Game Lease for Senior Center**

The Administrator reported that the Spencer Fish & Game Lease for the Senior Center is set to expire on June 30<sup>th</sup>. Since it's unlikely the relocation will be complete by that time, he worked with representatives from the Fish & Game on a month to month lease option for July, August, and September and advised the Board to approve.

*A motion to approve the Fish & Game Lease amendment for the Senior Center as written (Pepe/Fritze) 5/0.*

**Discussion: Building Inspector Fees**

Mr. Gaudette noted that the Town previously employed both a full time and a part-time Building Inspector which amounted to 60 hours per week. Over time budget reductions reduced the hours and most recently, in FY15 the position was reduced to part-time, with only 19.5 hours per week. This has resulted in delays in inspections and numerous complaints from residents and contractors. He pointed out there has not been an increase in permit fees since 2006 and at this time the Town is

unable to properly service the public, therefore he requests the Board look at creative ways to fund additional hours by increasing permit fees. He provided the fees for comparable communities and Spencer's are well below the others.

Mr. Pepe and Mr. Stevens expressed concern over increasing fees. There was discussion on amount of revenue generated by fees and wanting to attract people to build in Spencer by keeping fees low.

Mr. Gaudette pointed out that Spencer is the lowest of the ten comparable communities and does not see any benefit to being the lowest; fees are one way to generate revenue to cover the costs of service.

The Administrator will look into the amount of revenue generated by fees and the number of additional hours. Further discussion will take place at a future meeting.

### **Town Administrator Report**

No new updates

### **Board Liaison Reports**

Mr. Pepe mentioned a potential buyer for the Sugden Building lost interest after learning the high cost to tie-in to the sewer system. Mr. Fritze explained that the building has had issues with the sewer in the past and is unable to handle more without improvements. All revenue generated from tie-in fees is directly put back into improvements for the system throughout the Town.

Mr. Stevens reported discussion with the Historical Commission and the Library Director relative to the Town and the Schools becoming more involved with each other and mentioned having DPHS artwork on display in Town Buildings as an example.

### **Citizen Input**

Carl Kwiatkowski, 113 Meadow Rd., now asked about status of the Spencer Rescue Squad contract. Mr. Gaudette said further review will take place prior to the lease expiring.

### **Board Member & Staff Comments**

Mr. Pepe congratulated the Mary Queen of the Rosary on a successful Bazaar and thanked Mr. Fritze for his volunteer efforts. He also noted the Quabog Singers performed to a well attended group in Town, despite the lack of local advertisement.

### **Request for Executive Session under Mass General Laws, Chapter 30A, §21(a), ¶2, for purposes of discussing contract negotiations with nonunion personnel**

*At 7:54 p.m. a motion to meet in Executive Session in accordance with MGL Chapter 30A, § 21 (a), ¶2, for the purpose of discussing contract negotiations with nonunion personnel, as the chair has decided that an open meeting may have a detrimental effect on the negotiating position of the public body (Pepe/Fritze) passed with a roll call vote: G. Woodbury-yes, C. Woodbury -yes, Fritze-yes, Stevens-yes, Pepe-yes.*

Mr. G. Woodbury announced the meeting will reconvene only to adjourn.

The meeting was adjourned at 8:10 pm. All were in favor.

Respectfully submitted,

Brenda Savoie  
Administrative Assistant

Referenced Materials

Fire Department Awards Policy

Police Department Policy

Fish & Game Lease Amendment

Comparable Communities Permit Fees